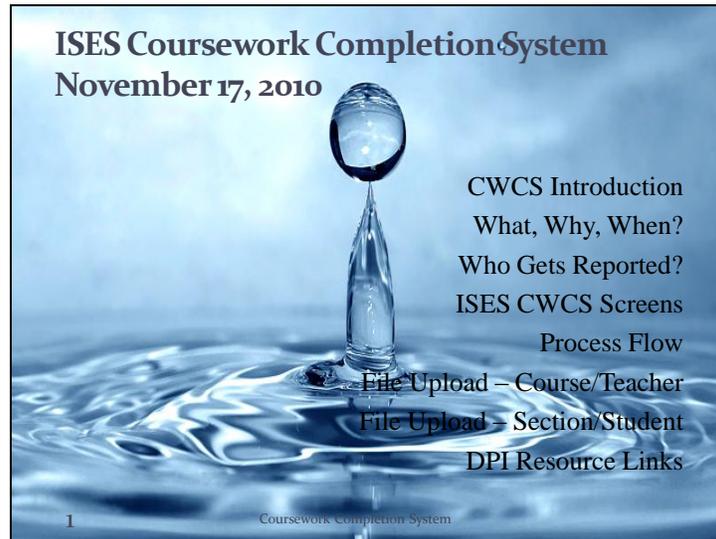


Slide 1



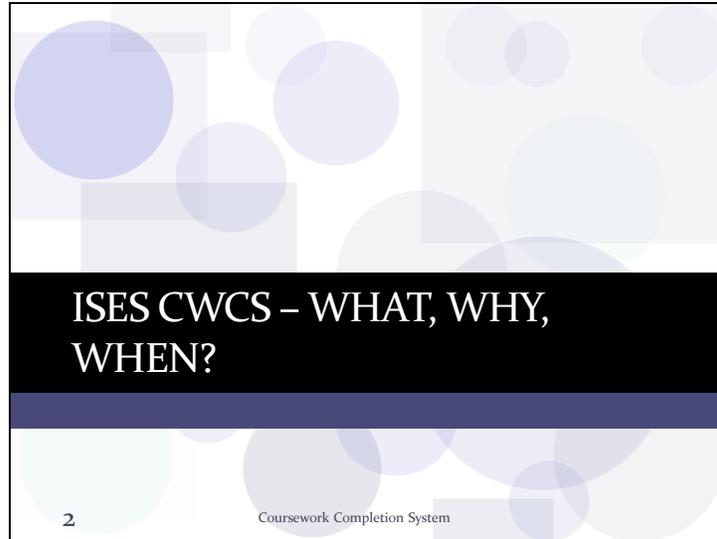
**ISES Coursework Completion System**  
**November 17, 2010**

- CWCS Introduction
- What, Why, When?
- Who Gets Reported?
- ISES CWCS Screens
- Process Flow
- File Upload – Course/Teacher
- File Upload – Section/Student
- DPI Resource Links

1 Coursework Completion System

Our objective today is to provide an introduction for some and create an awareness of the CWCS data collection in addition to providing the necessary detail to move forward in preparation for the future.

Slide 2



**ISES CWCS – WHAT, WHY,  
WHEN?**

2 Coursework Completion System

Slide 3

Conversations are Changing

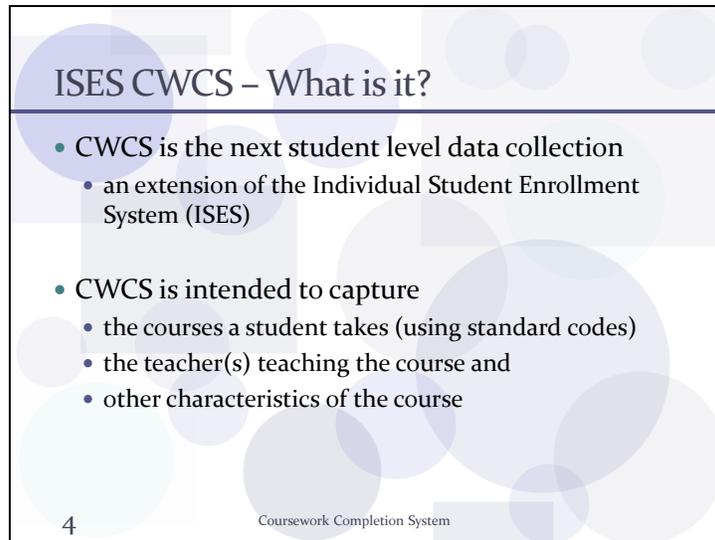
- I am a deep believer in the power of data to drive decisions. Data gives us the roadmap to reform. It tells us where we are, where we need to go, and who is most at risk.

Arne Duncan, Secretary U.S.D.E

3 Coursework Completion System

This provides a back drop or context for our discussion this morning. From Districts to Madison (DPI) to Washington there is a new emphasis on collecting and using data in education.

Slide 4

A rectangular box containing the slide content. The background features a pattern of overlapping circles in various shades of blue and purple. The text is white and black. The title is at the top, followed by a horizontal line. Below the line are two main bullet points, each with sub-bullets. At the bottom left is the number '4' and at the bottom center is the text 'Coursework Completion System'.

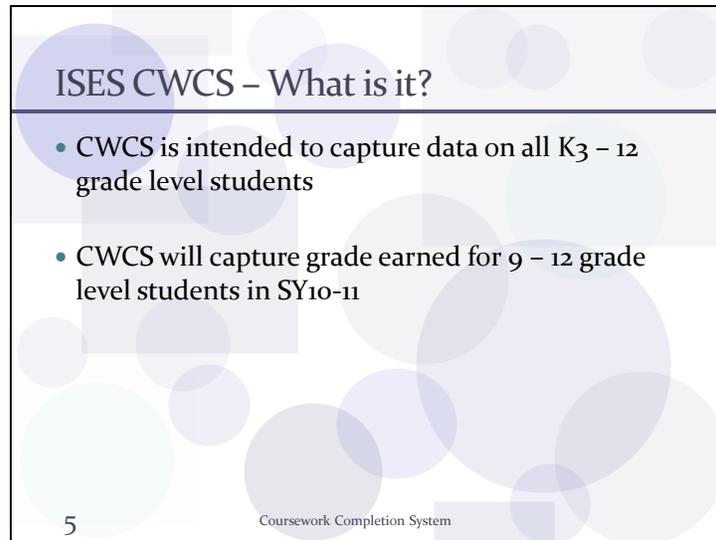
ISES CWCS – What is it?

- CWCS is the next student level data collection
  - an extension of the Individual Student Enrollment System (ISES)
- CWCS is intended to capture
  - the courses a student takes (using standard codes)
  - the teacher(s) teaching the course and
  - other characteristics of the course

4 Coursework Completion System

- Next student level collection – not the last – student level collection is the strategy for DPI (and the education community nationally).
- Standard Course Codes as defined by the US Department of Education, National Center for Education Statistics.
- Examples of “other characteristics” might be whether or not the course is taken online or is advanced placement.

Slide 5



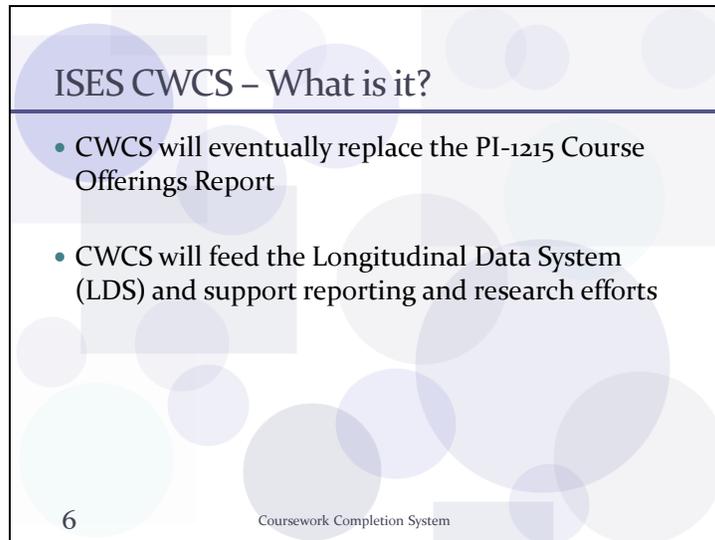
### ISES CWCS – What is it?

- CWCS is intended to capture data on all K<sub>3</sub> – 12 grade level students
- CWCS will capture grade earned for 9 – 12 grade level students in SY10-11

5 Coursework Completion System

- CWCS does not completely replace the PI-1215 this year – due to our efforts to keep it simple in year #1 we will not be collecting the tab that collects courses taken by student populations based on gender in SY10-11 through the PI-1215.
- Grade earned will be required for High School students this year. In the future, it will be captured for all grade level students (K<sub>3</sub> – 12).
- Grade earned is optional for grade level students K<sub>3</sub> – 8 in SY10-11.

Slide 6



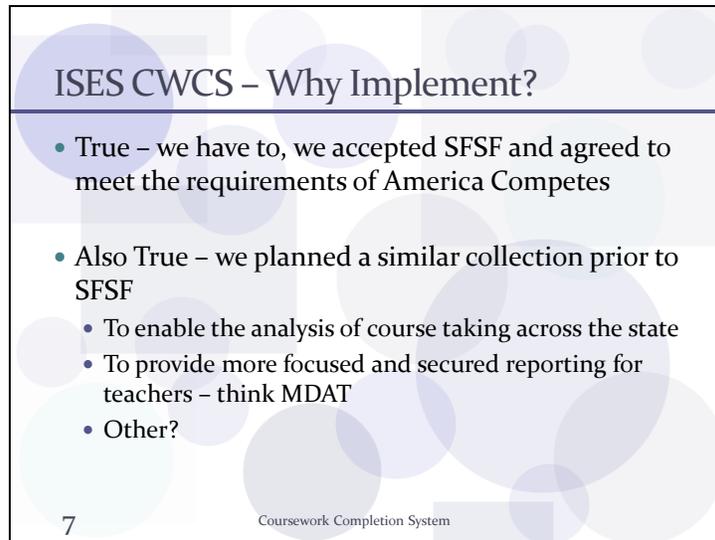
ISES CWCS – What is it?

- CWCS will eventually replace the PI-1215 Course Offerings Report
- CWCS will feed the Longitudinal Data System (LDS) and support reporting and research efforts

6 Coursework Completion System

- LDS is the data warehouse – ring a bell?

Slide 7

A rectangular box with a decorative background of overlapping light blue and purple circles. The text is centered and includes a title and a bulleted list.

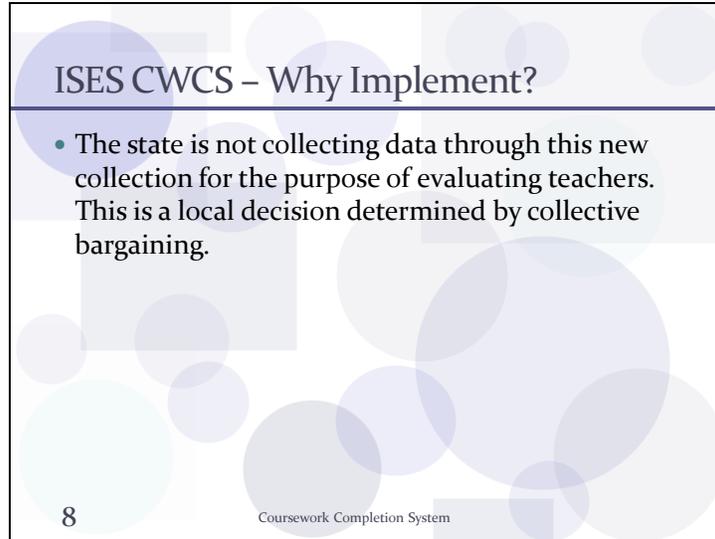
ISES CWCS – Why Implement?

- True – we have to, we accepted SFSF and agreed to meet the requirements of America Competes
- Also True – we planned a similar collection prior to SFSF
  - To enable the analysis of course taking across the state
  - To provide more focused and secured reporting for teachers – think MDAT
  - Other?

7 Coursework Completion System

- What advanced math classes are being taught and is enrollment increasing or what trends do we see in on-line classes and how are these students performing compared to others?
- How many AP classes is the district next door offering?
- As more data is made available on-line to teachers, this data will enable the computer to provide a more focused report – growth by classroom
- To enable you at your districts to make comparisons to state numbers and other districts
- You may be able to think of other uses – many yet to be discovered

Slide 8



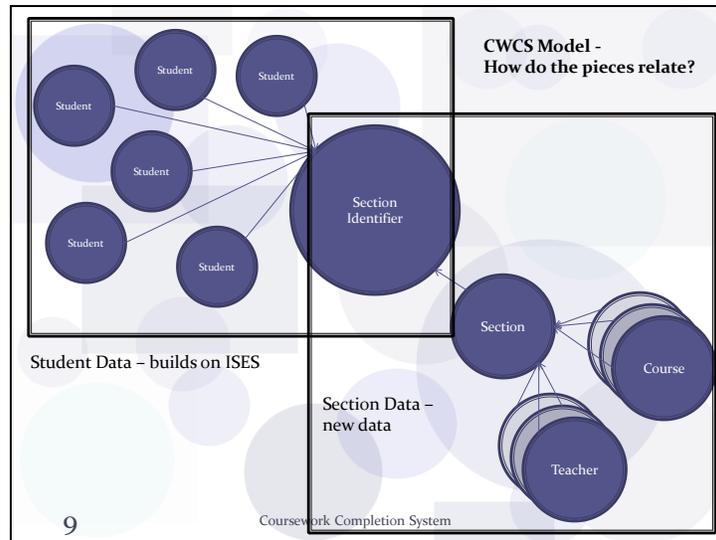
### ISES CWCS – Why Implement?

- The state is not collecting data through this new collection for the purpose of evaluating teachers. This is a local decision determined by collective bargaining.

8 Coursework Completion System

- Why not?

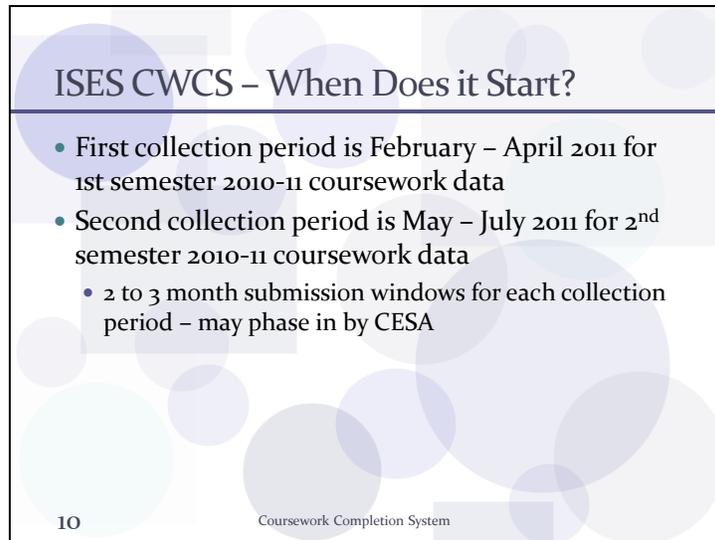
Slide 9



Section: a course, taught in one location, at a specific time, by one or more educators. This is the rich new data, for example is the course taught on-line? AP? Language immersion?

Student data: Not a lot of data will be required on each student because this collection builds on the ISES collection and we already have the student level data

Slide 10



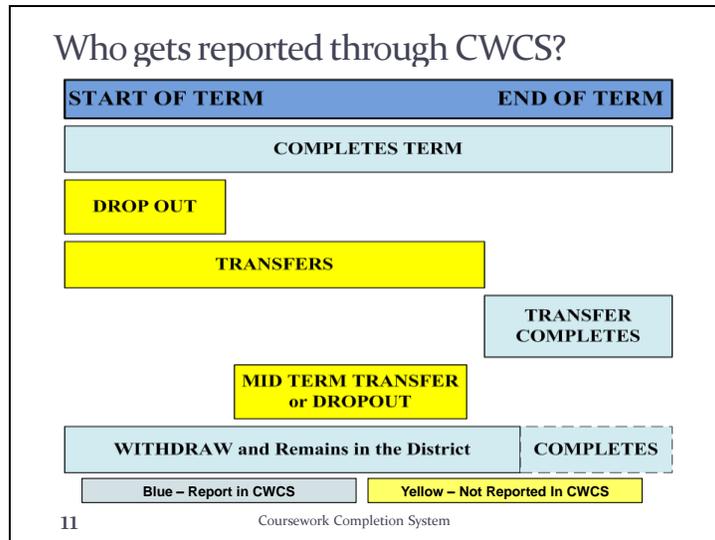
### ISES CWCS – When Does it Start?

- First collection period is February – April 2011 for 1st semester 2010-11 coursework data
- Second collection period is May – July 2011 for 2<sup>nd</sup> semester 2010-11 coursework data
  - 2 to 3 month submission windows for each collection period – may phase in by CESA

10 Coursework Completion System

- Speak to “phase in” – spread the load over time.

Slide 11



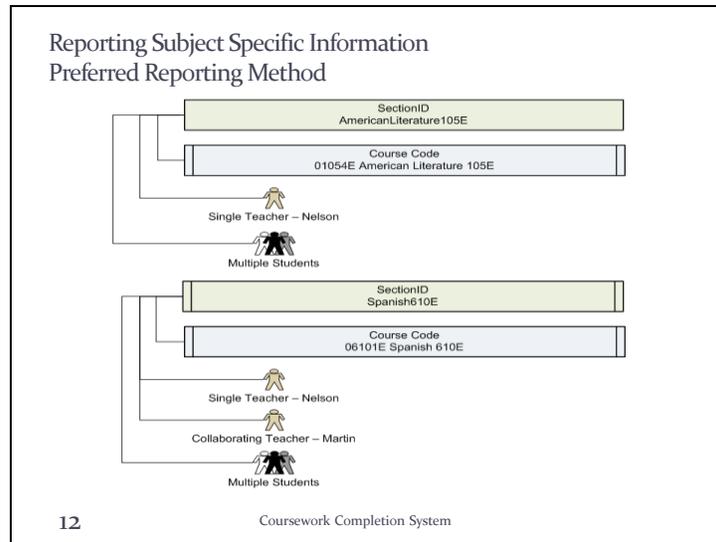
- Students that complete a term and may be awarded a grade earned are reported.
- Students that dropout early in the term based on district policy if they are not awarded a grade earned DPI would prefer not to receive these data records. DPI does not want any course schedule changes that take place within the first weeks of the beginning of a course.
- DPI does not want districts/schools to report twice for the same student in a term, for example scenarios 3 and 4. The student transfers mid year to another district/school and completes the course at the new location. The students grade, completion status and credits earned should be transferred to the new district for reporting for the terms uncompleted.
- Student withdraws from a course and remains in the district and completes the term. The completion status would be reported as 'WD' withdrew/dropped the course.
- Coursework completed outside the regular school day such a credit retrieval which counts towards graduation requirements or grade level advancement should be reported to the CWCS.
- Extracurricular activities and extended learning such as after school programs provided as a service to parents and children or the community should not be reported to the CWCS.
- Non-credit activities and schedule segments which take place during the regular school day such as school clubs, study hall, tutorials, and guidance may be submitted to CWCS, but are not required.
- Summer school coursework will not be collected for 2010-11.

**Will Not Be Included in the SY2010-11 Data Collections:**

- Wisconsin School for the Deaf (WSD) currently in WSLS
- Wisconsin Center for the Blind and Visually Impaired (WCBVI) currently in WSLS
- Parentally Placed Private Students (currently in WSLS)
- Students in the Department of Corrections Schools (DOC) currently in WSLS
- Department of Health Services Schools (DHS) currently in WSLS
- CDEBS
- Multi District Charter Schools
- Adult Students (not currently in the WSLS)
- Students first enrolling after age 21 (not currently in the WSLS)
- Private School Students (not currently in the WSLS)
- Summer Enrollment (may or may not be in the WSLS)



Slide 12

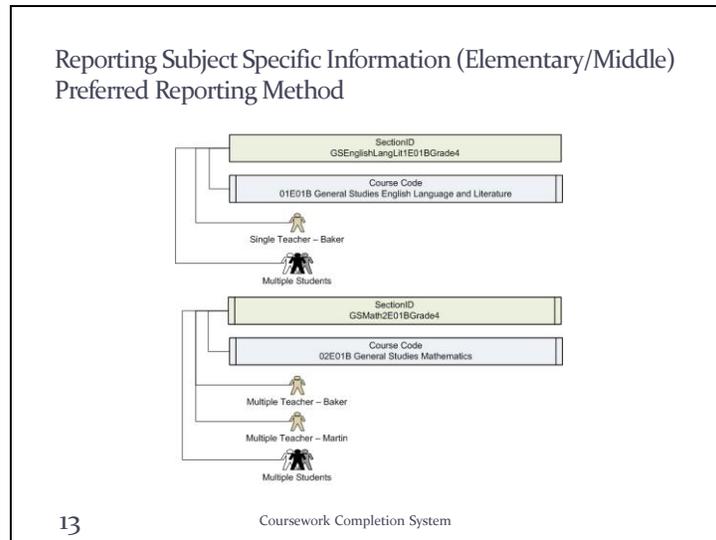


**This is DPI's Preferred Method of Reporting:**

Every 'Section' must be associated with at least one 'Course', one 'Teacher', and multiple 'Students'.

- Grade earned is required for grades 9 through 12.
- Example two illustrates a SectionID for a specific course assigned to multiple teachers (a single teacher and a collaborating teacher) with multiple students.

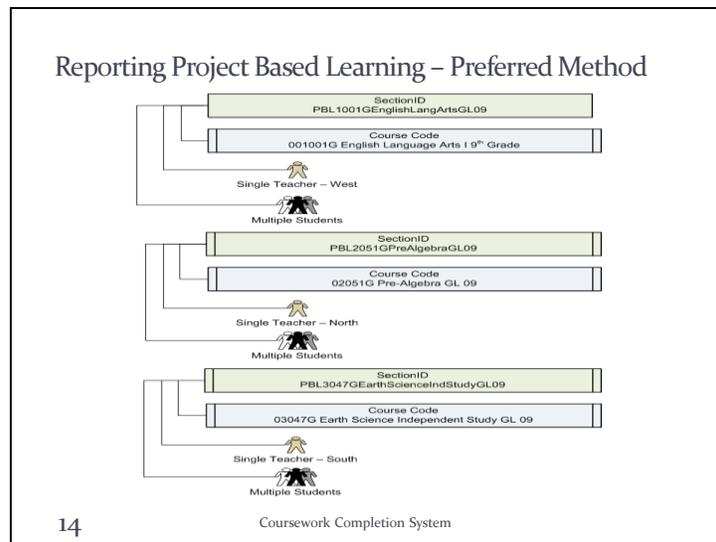
Slide 13



**This is DPI's Preferred Method of Reporting:**

Every 'Section' must be associated with at least one 'Course', one 'Teacher', and multiple 'Students'.

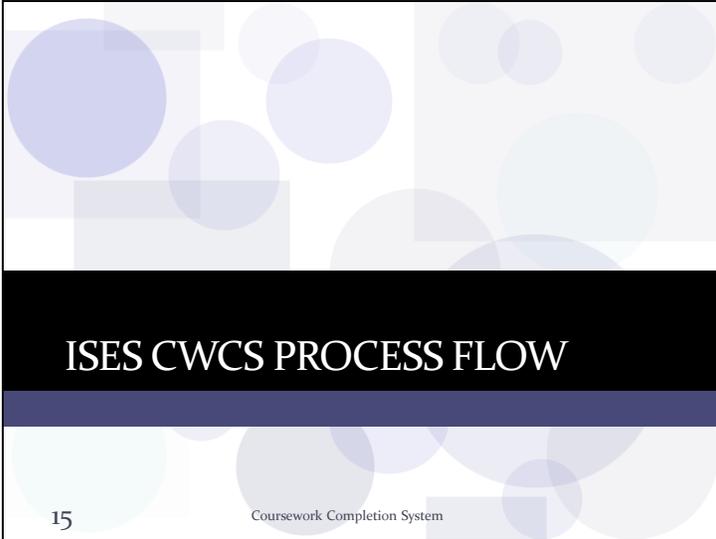
- Elementary 4<sup>th</sup> grade broken out by specific course assignments and a single teacher with multiple students. Grade earned is not required for school year 2010-11. However, this is an opportunity to setup and fine tune your systems to collect, store and report grade earned for early childhood, elementary and middle school students in preparation for Phase II of CWCS.
- Example two illustrates a SectionID for a specific course assigned to multiple teachers with multiple students.



**This is the Preferred Method for Reporting Project Based Learning:**

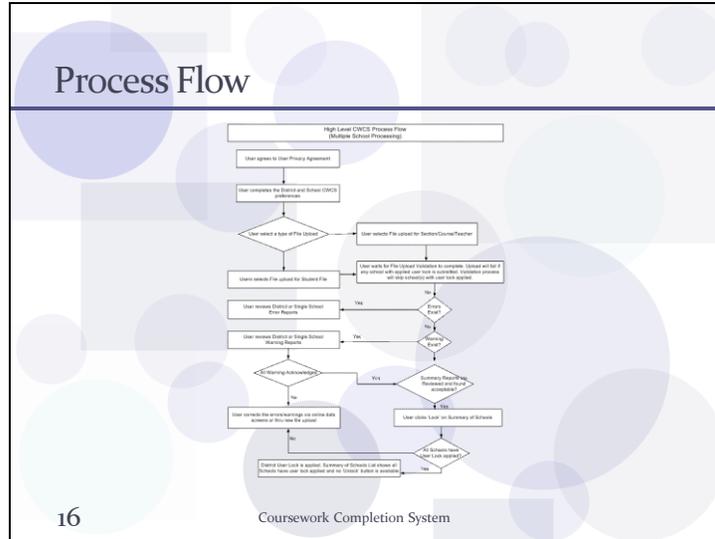
- If a separate grade earned is awarded for each subject area (component) of the project based learning, then submit a separate Section ID for each and identify each as Project Based = “Y”.
- PBL curriculum supports comprehensive student-directed research projects centered on the individual’s passions, interests and goals. The learning model is supplemented by teacher-led workshops and student –proposed seminars. The processes of learning, i.e. reading, researching, writing and speaking, are emphasized throughout the project process. A service component often provides significant learning experiences.

Slide 15

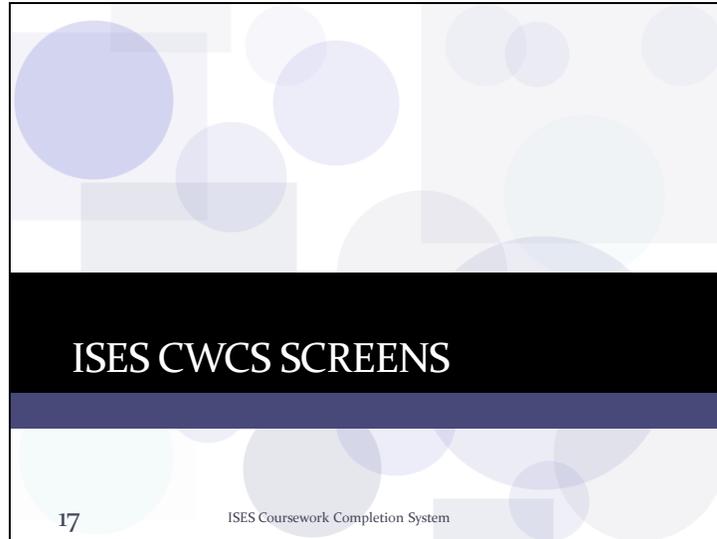


**ISES CWCS PROCESS FLOW**

15 Coursework Completion System



Slide 17

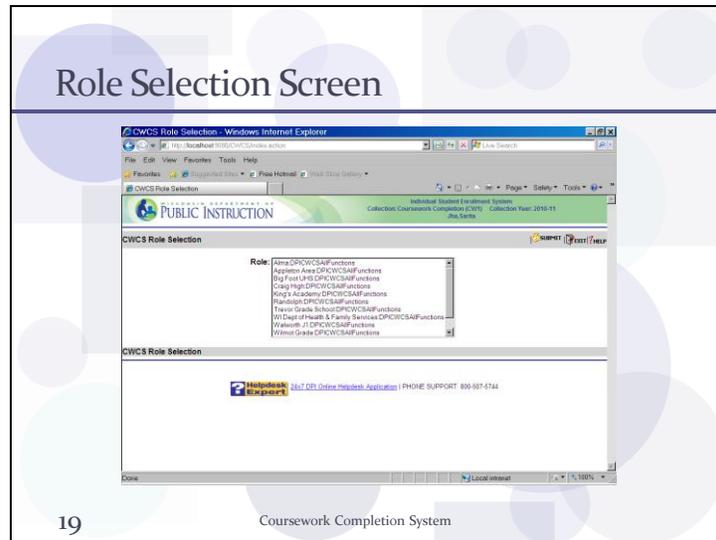


**ISES CWCS SCREENS**

17 ISES Coursework Completion System



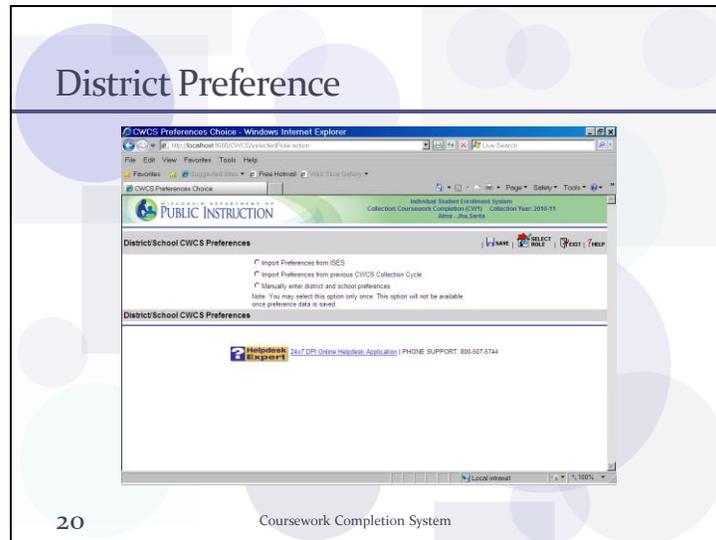
Slide 19



- This screen is for DPI Admin Users. The district users will be displayed their districts only. NOTE: the collection is being displayed as CW1, as we will have two collection cycles in 2010-11 (school year).

*NOTE: Need to decide whether to allow district level access similar to discipline or allow individual school level access similar to ISES.*

## Slide 20

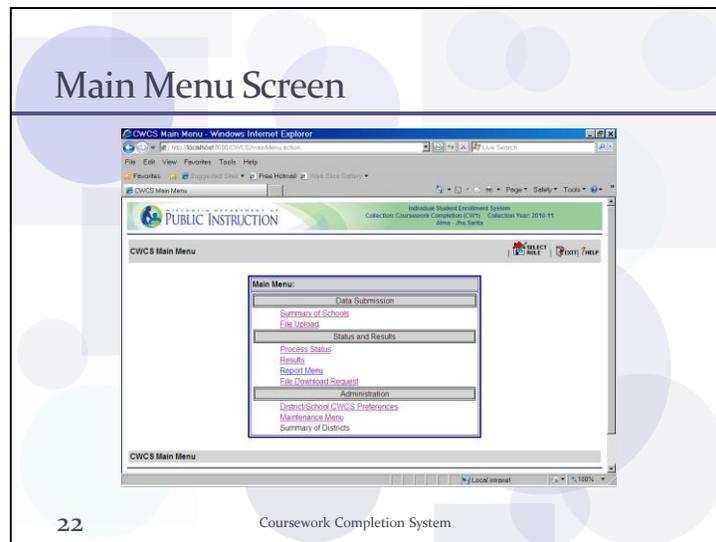


### Business Rules

- CWCS Preferences must be imported from ISES CD/YE/CC or manually entered each year before any users (DPI, district or school) may access the Main Menu for the specified district.
- This screen is displayed only if no preferences data has been saved during the current collection period. It is not possible to return to this screen after a selection has been saved for the current collection.
- Only the District All Functions or a DPI Admin All Functions role may save this screen. Users with other roles may view this screen, but may not proceed into the application.
- A warning is displayed preferences cannot be imported as selected.



Slide 22



Similar to ISES and Discipline. Coursework Completion System will have a main menu with links to different screens performing many functionalities.

- **Summary of schools** – for adding and listing course, teacher and students.
- **File Upload** – for loading course, teacher and student records.
- **Process status** – for checking the status of a file submitted.
- **Results** – for retrieving the result files.
- **Report Menu** – various progress and summary reports are listed under report menu.
- **File Download request** – screen to request file download.
- **Preferences** – screen for district to enter their preference and contacts
- **Maintenance menu** – for dpi users to update code lookup table.
- **Summary of districts** – for dpi users to check which districts are locked.

NOTE: Help icon – should remain only if we can (dpi) provide manuals and robo help.

## Slide 23

### Summary of School

School	Last Update Date	Error/Warning Status	School Locked Date	Last Validation Date	Lock	Unlock
2002_Kiel High	11-09-2010	Unknown			LOCK	
2003_Kiel Middle	11-09-2010	Unknown			LOCK	
2100_Zetser Elementary	11-09-2010	Unknown			LOCK	
2110_Messia LEADS Charter		Unknown			LOCK	
2105_Kiel at School		Unknown			LOCK	
2120_Hamilton County Comprehensive Charter		Unknown			LOCK	

23 Coursework Completion System

### Business rules:

- Summary of Districts is available to all roles. The school level role will only see the school/s assigned to them.
- The Validate button will initiate the Full Validation routine for every school in the district which is not locked individually. The user will be warned that they are about to initiate the Validate for the unlocked schools and that individual section/course/teacher/student data may not be modified for the entire district until processing is complete.
- The user will have the option to cancel the action or continue.
- The Cancel Validate button will replace the Validate and Lock buttons when a district validate request is in the queue. Clicking this button will remove the district validation request from the queue as well as any school validation requests which existed in the queue prior to the district validation request. A warning is presented to which the user must respond.
- The Lock button will initiate the Full Validation routine for every school in the district which is not locked individually and run district level validations.
- The Cancel Lock button will replace the Validate and Lock buttons when a district lock request is in the queue.
- Record Type: Course & Teacher (WCT), Student (WS)

### NOTE:

- *If all schools are individually locked, then the district level validation are still run.*
- *Individual lock – a school can be locked by clicking the lock button in the school record(row).*



## Search Results- Section Record List

Searched by SECTION ID = 16789MATH

Section ID	Term	Course Code	EDU File #	Last Name(Former name)	E/W/Status	
16789MATH	1Q	33234H	456890	Smith,Brown	7 errors/2 warnings/0 info	Delete
16789MATH	2Q	33234H	349078	Baather Dan (Smith)	5 errors	Delete

Searched by COURSE CODE = 03234H

Section ID	Term	Course Code	EDU File #	Last Name(Former name)	E/W/Status	
16789MATH	1Q	03234H	456890	Smith,Brown	7 errors/2 warnings/0 info	Delete
16789MATH	2Q	03234H	349078	Baather Dan (Smith)	5 errors	Delete
45621MATH	2Q	03234H	349078	Baather Dan (Smith)	2 errors, 3 warning	Delete

Searched by COURSE CODE = 04234G

Section ID	Term	Course Code	EDU File #	Last Name(Former name)	E/W/Status	
ELEM127890	1S	04234G	Multiple	Multiple	4 warnings	Delete

Searched by EDU File # = 349078

Section ID	Term	Course Code	EDU File #	Last Name(Former name)	E/W/Status	
16789MATH	2Q	33234H	349078	Baather Dan (Smith)	5 errors	Delete
0678LIT	1S	Multiple	349078	Baather Dan (Smith)	5 errors	Delete

Slide 25

## Individual Section Record

**Individual Section Record** SECTION LIST [Home] [Go Back] [Print] [New]

Section ID: [ ] Term: 1st Semester Record Type: Course/Teacher  
Virtual Online Education: [ ] Distance Education: [ ] Classroom Type: [ ]  
Full Semester Credit: [ ] Blended Ed.: [ ] Project Based Learning: [ ]

**Courses:**

Course Code	Local Course Title	Add
D3300H	Math 101	Delete
D5290G	English 509	Delete

Subject Area: [ ] Course Indicator: [ ] Course Level: [ ]  
Academic Session Learning: [ ] Local Course Title: [ ]  
Alternative Education Program: [ ] World Language: [ ]

**Teachers:**

Teacher Role	Educator File Number	Last Name	Former Last Name	Add
Single Teacher	67892	Smith		Delete
Collaborating Teacher	55632	Brown	Harrison	Delete

Teacher Role: [ ] Educator File Number: [ ]  
Last Name: [ ] Former Last Name: [ ]

**Individual Section Record** SECTION LIST [Home] [Go Back] [Print] [New]

25 Coursework Completion System

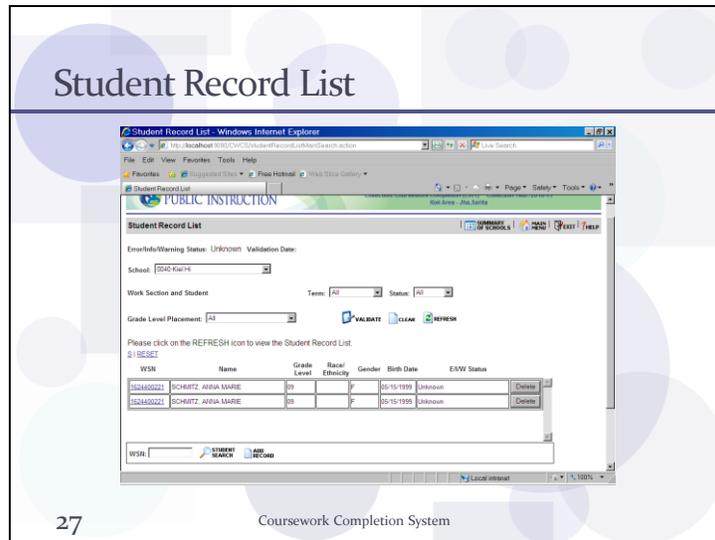
This screen will change a little bit.

Slide 26



- Select a school and Term and/or Grade Level Placement and click Refresh.
- Status defaults to All. Valid values are Unknown, Info, Error, Warning.
- WSN is required for 'ADD RECORD'

Slide 27



27

Coursework Completion System

- For individual school users, the 'School' may not be modified. For district users, the 'School' defaults to the link selected from the Summary of Schools screen, but may be modified. 'All Schools' is not an option for this screen.
- Several filters, Term, Grade Level Placement, and Status are available to narrow the student list.
- The Validation Date label displays the date of the most recent validation request for the school. A district validation request will queue a school validation and affect this validation date.
- Clicking 'Refresh' will return a maximum of ten students displayed alphabetically by last name in a scrolling list.
- The 'Clear' button will reset the screen.
- The 'Record Navigation' alphabet will jump to a bookmark for the first student for that letter.

## Individual Student Record List

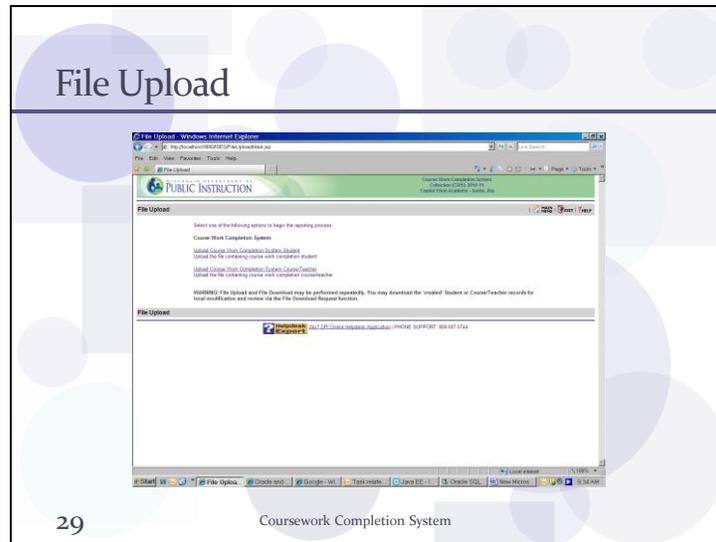
WSN	Name	Term	Section ID	School	Enroll Date	
678902456	Dan Rather	1Q	56789AB5	0020	3/12/2000	Delete
678902456	Dan Rather	1Q	1234567890E	0020	3/12/2000	Delete

Details: 0116-Central State Academy    School: 0101-Central State Academy    Record Type: Student  
 Section ID: 67890AB5    Completion Status: 0    Term: Fall Semester  
 Skills Level Formset: [0]    #10 Enroll Date: [0]    Local Student ID: 0000  
 Policy Credit Formset: [0]    High School Credit Formset: [0]    Enroll Period: [0]  
 Race/Ethnicity: Asian    Gender: male    Birth Date: 06/29/2000

28 Coursework Completion System

- The Name column displays the legal name identified in WSN.STUDENT\_NAMES.
- The Race, Gender, and Birth Date labels display data from the associated WSLS record

## Slide 29



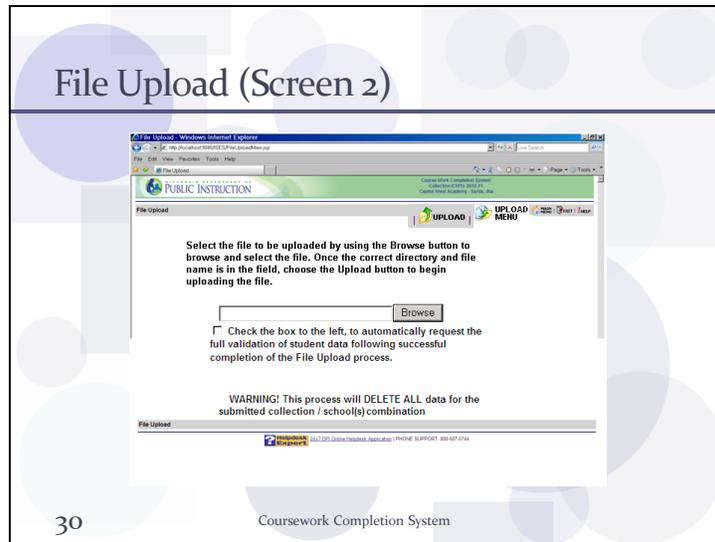
29

Coursework Completion System

The district users can upload two types of file in either CSV or XML depending on the preference they selected in preference screen.

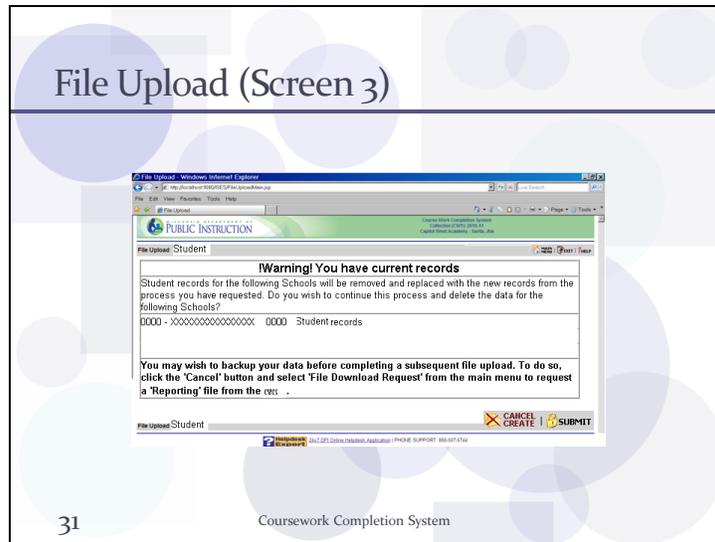
- Course/Teacher file
- Student file

Slide 30



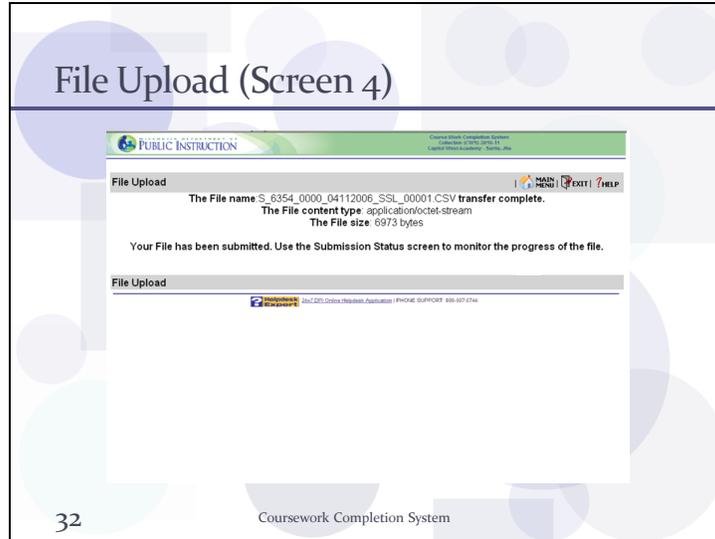
- User can browse and select a file to be uploaded.
- Upload create will take the users to screen 3 if they already had data for that district/school.

Slide 31



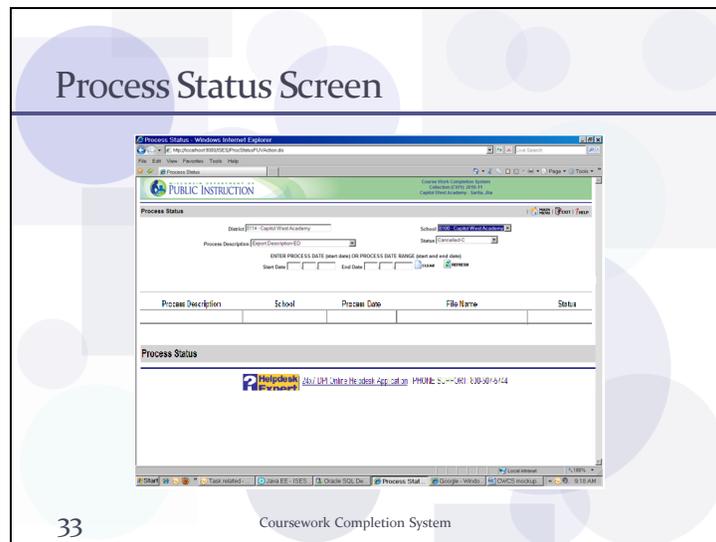
- A warning screen to let the users know that their data is getting over written.

Slide 32



On successful submission display a message to the user with filename, size, and content\_type.

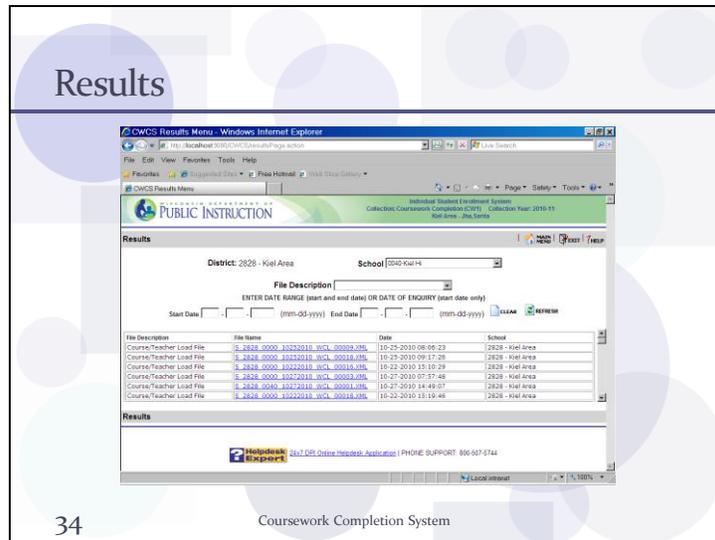
## Slide 33



### Business Rules:

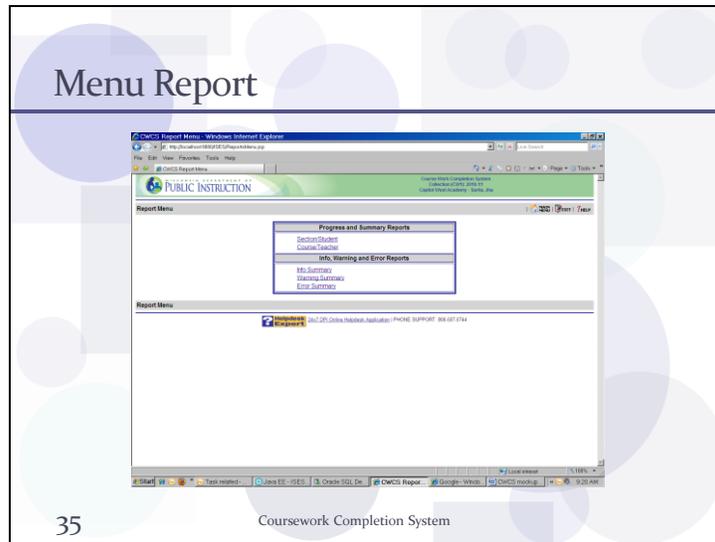
- All roles may view the Process Status function. Only the All Functions may download the files via the link in the 'File Name' column.
- Several filters are available to facilitate the search. District is set to the user's district and may not be modified. The school filter is required. The process description, status and date range filters are optional.
- District roles may select any individual school within the district or a district wide search, 'All Schools'. The school selection is fixed and may not be modified for individual school roles.
- The process description filter is useful when searching for the status of a specific request. The process description filter will bring back only rows for the specific description.
- The status filter is useful for searching 'Failures' and locks, but may be used for any status type.
- The date range filter allows search for processes from a specific Process Date or from a date range.
- After selecting 'School' and any optional filters, click 'Refresh' to view the Process Status table.
- Valid values for Process Description are in table Process\_Name (accessible only to dpi users).

Slide 34



- **\*\* NOTE\*\*** the school column is wrong on this screen. It will be fixed soon.
- The results screen will show all the files that have been processed.
- Several filters are available to facilitate the search. District is set to the user's district and may not be modified. The school filter is required. The file description and date range filters are optional.
- District roles may select any individual school within the district or a district wide search, 'All Schools'. The school selection is fixed and may not be modified for individual school roles.
- The file description filter is useful when searching for the results of a specific request. The file description filter will bring back only rows for the specific description.
- The date range filter allows search for results from a specific Date of Inquiry or from a Date Range.
- After selecting 'School' and any optional filters, click 'Refresh' to view the File List table.

Slide 35



Report menu contains links to various reports.

## Section/Course/Teacher Report

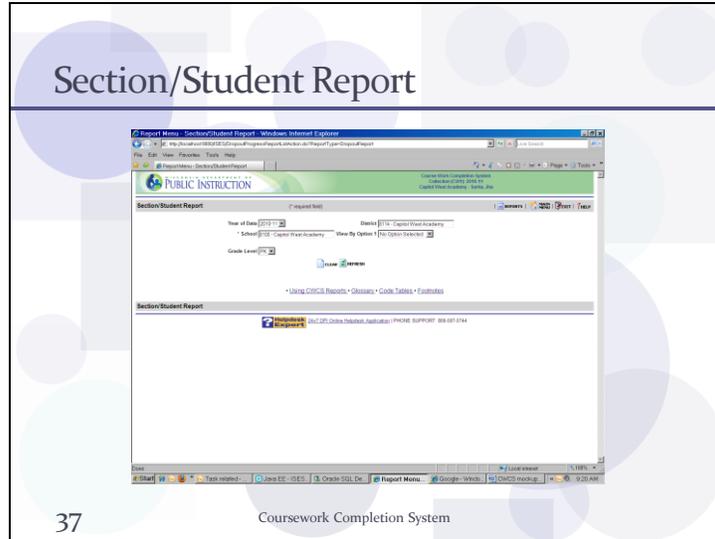


The screenshot displays a web browser window with the following elements:

- Browser Title Bar:** Report Menu - Course/Teacher Report - Windows Internet Explorer
- Address Bar:** http://www.../ReportMenu/Reports/Reports/Section/Course/Teacher/Report/Section/Teacher/Report
- Page Header:** PUBLIC INSTRUCTION logo and navigation links (Home, About Us, Contact Us, etc.).
- Section/Course/Teacher Report:** A section with a search bar and a table of reports.
- Table:** A table with columns for 'Section/Course/Teacher Report' and 'Date'. The table is currently empty.
- Footer:** A footer with the number '36' and the text 'Coursework Completion System'.

Slide 37

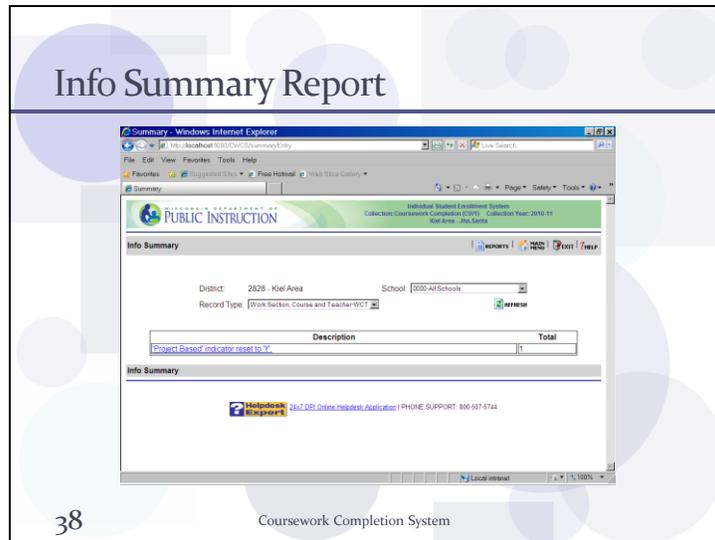
## Section/Student Report



The screenshot displays a web application interface for generating reports. At the top, there is a navigation bar with the text 'Report Menu - Section/Student Report - Windows Internet Explorer'. Below this is a header for 'PUBLIC INSTRUCTION' with a logo and the text 'Public Instruction'. The main content area is titled 'Section/Student Report' and contains several interactive elements: a 'Year of Data' dropdown menu set to '2017', a 'Show By' dropdown menu set to 'Classroom', and a 'Grade Level' dropdown menu. There are also buttons for 'Refresh', 'Print', and 'Export'. Below these elements, there is a section for 'Section/Student Report' which is currently empty. At the bottom of the page, the number '37' is displayed on the left, and the text 'Coursework Completion System' is centered.

Progress and summary report for Section/Student data

Slide 38



**Business Rules:**

- The Information (Info), Warning and Error Reports are available from the Report Menu which is available from the CWCS Main Menu.
- The Information (Info), Warning and Error messages from the current collection may be reviewed via several reports. These reports present a summary of existing messages with links to student/course/teacher detail.

Note: **should the grade range filter show up?**

Slide 39

## Warning Summary Report

Warning Summary

District: 2828 - Kiel Area School: 00048 Schools

Record Type: From Section, Course and Teacher/WCT

Acknowledgement Status: All Records

Description	Total	Unacknowledged
<a href="#">School within district has no sections reported to CWC'S</a>	1	1

Warning Summary

39 Coursework Completion System

- If a system lock is in place for a district, these reports will not be available. If a system lock is in place for a school, but not the district, messages will appear, but the 'Save' icon will not appear on the Warning Report Student Detail screen.
- The basic functions of the Info, Error and Warning reports are similar. Message displayed on the Warning Report must be acknowledged, thus this report contains a few more features than the Info and Error Reports.
- Click 'Refresh' to display the Warning Summary table. The 'Total' column displays the total for the selected criteria.
- The messages in the 'Description' column are hyperlinks to the Warning Detail screen.

Slide 40

## Error Report

**Summary - Windows Internet Explorer**  
http://www.ccs.k12.il.us/Summary/Err.asp

**PUBLIC INSTRUCTION**  
Individual Student Enrollment System  
Collection: Coursework Completion (C305) Collection Year: 2010-11  
Ref Order: 200-3000

**Error Summary**

District: 2020 - Kiel Area School: 000 All Schools  
Record Type: Work Backon Course and Teacher WCT

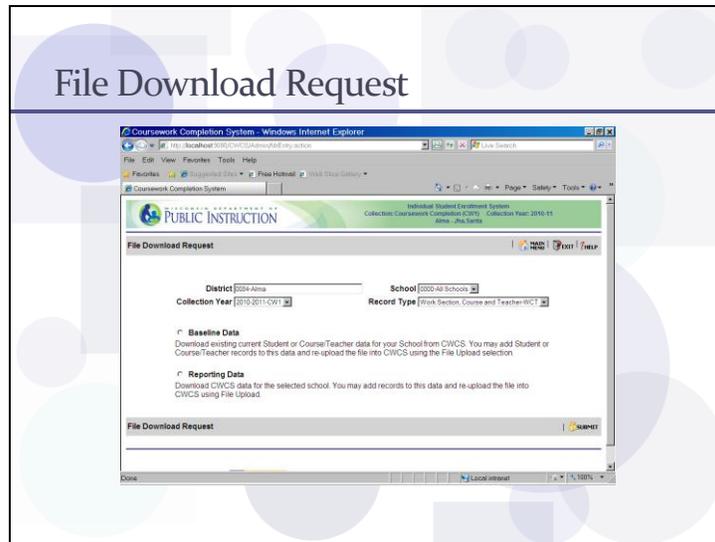
Description	Total
Required field is missing Term	1

**Error Summary**

Helpdesk 24x7 DES Online Helpdesk Application | PHONE SUPPORT: 800-557-5744

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The districts can download four types of file.

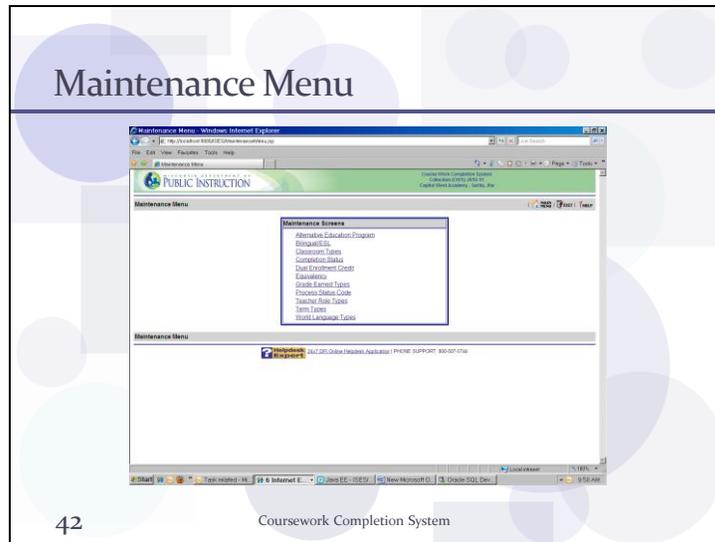
Baseline student

Baseline course/teacher

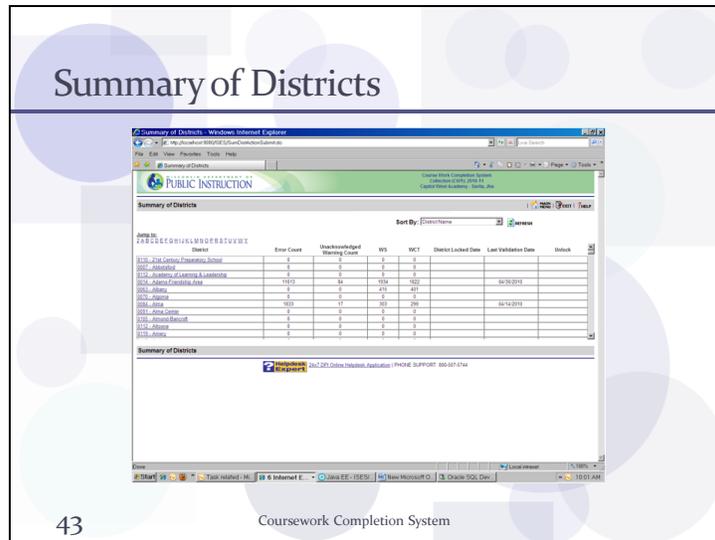
Reporting student

Reporting course/teacher

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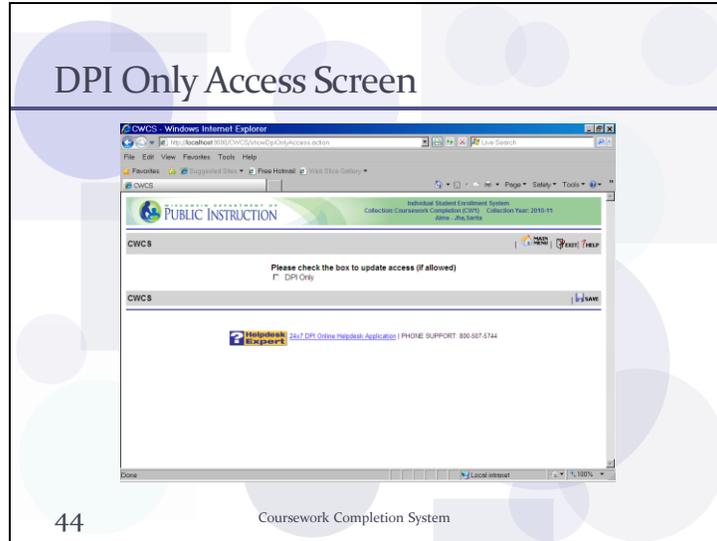
For DPI code tables. This screen will be accessible only to DPI Administrative users.



**Business rules:**

- Summary of Districts is available only to the DPI Admin All Functions and Admin Help Desk roles for management and review of district status for the current collection. On the Main Menu this function is found under the 'Administration' heading.
- All Districts in the state including those with no data are displayed in scrolling list.
- The list may be sorted by 'District Name', 'Error Count', 'Unacknowledged Warning Count', 'District Lock Date' or 'Last Validation Date'.
- The Error Count, Unacknowledged Warning Count, WS Count and WCT count columns displays totals for the current CWCS collection for each district.
- The 'District Locked Date' column displays the date the student data was locked for the entire district. This date is cleared if the district is later unlocked.
- The 'Last Validation Date' column displays the most recent date on which a full validation was run for the entire district or any school within the district.
- The unlock button is not displayed if the district is unlocked or if a 'system lock' is currently applied.
- The Unlock button may be used to unlock an individual district. This function will unlock the district and all schools within the district. A 'Reason for District Unlock' must be provided in order to unlock a district.
- The 'Save' icon will save the response.
- The 'Back' icon will cancel the unlock request.

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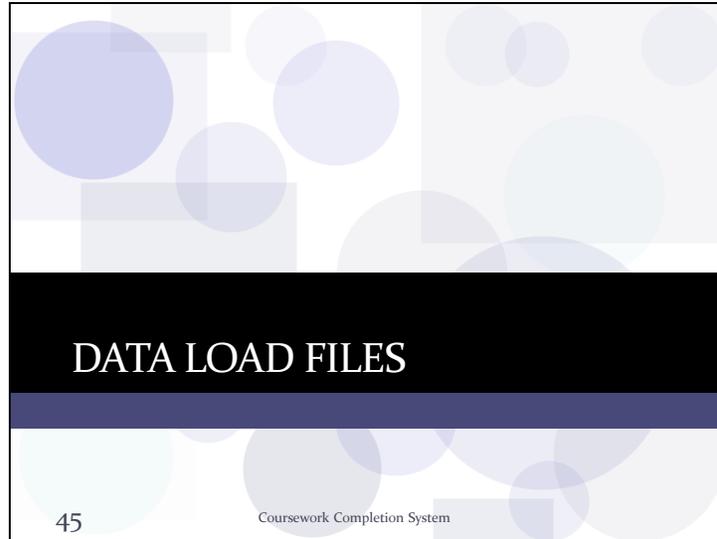


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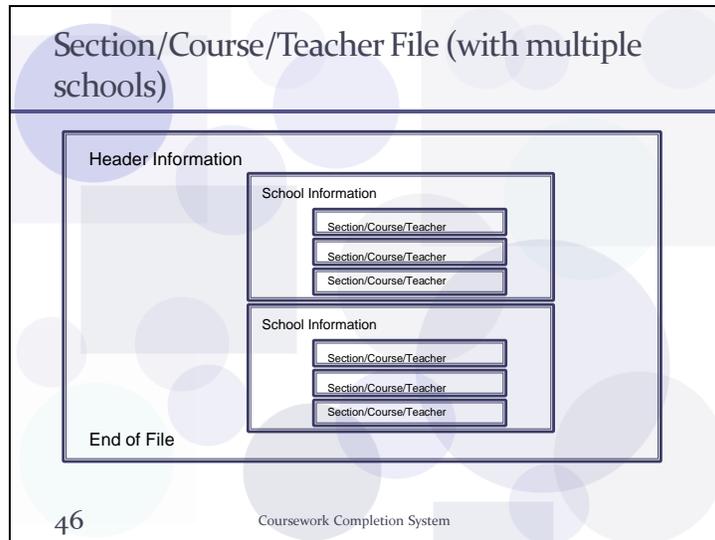
For DPI users only.

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**DATA LOAD FILES**

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**The following is an example of the Course/Teacher Load File Definition:**

```
<?xml version = "1.0" encoding = "UTF-8" standalone = "no"?>
<!DOCTYPE CWCS_TRANS SYSTEM "TR_CWCSWCT.DTD">
<CWCS_TRANS>
  <DTG>10-18-2010 13:00:05 CST</DTG>
  <SEQ_NUM>00002</SEQ_NUM>
  <COLLECTION>CW1</COLLECTION>
  <DISTRICT>0001</DISTRICT>
  <SCHOOLS>
    <SCHOOL>0020</SCHOOL>
    <RECORD_TYPE>WCT</RECORD_TYPE>
    <YEAR>2011</YEAR>
    <TERM>1S</TERM>
    <SECTION>
      <SECTION_ID>ALG206B</SECTION_ID>
      <CLASSROOM_TYPE>S</CLASSROOM_TYPE>
      <DUAL_ENROLL_CREDIT>NA</DUAL_ENROLL_CREDIT>
      <DISTANCE_ED>N</DISTANCE_ED>
      <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
      <BILINGUAL_ESL>B</BILINGUAL_ESL>
      <PROJECT_BASED>N</PROJECT_BASED>
      <COURSE>
        <COURSE_CODE>02069B</COURSE_CODE>
      <LOCAL_COURSE_TITLE>ALGEBRABILING206B</LOCAL_COURSE_TITLE>
      <ACAD_SERVICE_LEARN>N</ACAD_SERVICE_LEARN>
      <EQUIVALENCY>NA</EQUIVALENCY>
      <WORLD_LANGUAGE>NA</WORLD_LANGUAGE>
      <ALT_ED_PROGRAM>NA</ALT_ED_PROGRAM>
    </COURSE>
  </SECTION>
</SCHOOLS>
</CWCS_TRANS>
```

```
<TEACHER>
  <TEACHER_ROLE>ST</TEACHER_ROLE>
  <ED_FILE_NUMBER>000009</ED_FILE_NUMBER>
  <LAST_NAME>BROWN</LAST_NAME>
</TEACHER>
</SECTION>
</SCHOOLS>
<SCHOOLS>
  <SCHOOL>0040</SCHOOL>
  <RECORD_TYPE>WCT</RECORD_TYPE>
  <YEAR>2011</YEAR>
  <TERM>1Q</TERM>
  <SECTION>
    <SECTION_ID>00205AF2010</SECTION_ID>
    <DISTANCE_ED>N</DISTANCE_ED>
    <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
    <PROJECT_BASED>N</PROJECT_BASED>
    <COURSE>
      <COURSE_CODE>22A01G</COURSE_CODE>
      <ACAD_SERVICE_LEARN>N</ACAD_SERVICE_LEARN>
      <ALT_ED_PROGRAM>HSED</ALT_ED_PROGRAM>
    </COURSE>
    <TEACHER>
      <TEACHER_ROLE>ME</TEACHER_ROLE>
      <ED_FILE_NUMBER>000012</ED_FILE_NUMBER>
      <LAST_NAME>SMITH</LAST_NAME>
    </TEACHER>
  </SECTION >
</SCHOOLS>
</CWCS_TRANS>
```

### Section/Course/Teacher File - with Multiple Schools and Multiple Terms (XML)

```

<?xml version="1.0" encoding="UTF-8" standalone="no"?>
<!DOCTYPE CWCS_TRANS SYSTEM "TR_CWCSWCT.DTD">
<CWCS_TRANS>
  <DTG>10-18-2010 13:00:05 CST</DTG>
  <SEQ_NUM>00002</SEQ_NUM>
  <COLLECTION>CW1</COLLECTION>
  <DISTRICT>0001</DISTRICT>
  <SCHOOLS>
    <SCHOOL>0020</SCHOOL>
    <RECORD_TYPE>WCT</RECORD_TYPE>
    <YEAR>2011</YEAR>
    <TERM>1S</TERM>
    <SECTION>
      <SECTION_ID>ALG206B</SECTION_ID>
      <CLASSROOM_TYPE>S</CLASSROOM_TYPE>
      <DUAL_ENROLL_CREDIT>NA</DUAL_ENROLL_CREDIT>
      <DISTANCE_ED>N</DISTANCE_ED>
      <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
      <BILINGUAL_ESL>B</BILINGUAL_ESL>
      <PROJECT_BASED>N</PROJECT_BASED>
      <COURSE>
        <COURSE_CODE>0206B</COURSE_CODE>
        <LOCAL_COURSE_TITLE>ALGEBRA I</LOCAL_COURSE_TITLE>
        <WORLD_LANGUAGE_CODE>N</WORLD_LANGUAGE_CODE>
      </COURSE>
      <TEACHER>
        <TEACHER_ROLE>T</TEACHER_ROLE>
        <FILE_NUMBER>000001</FILE_NUMBER>
        <LAST_NAME-IR-OWN-LAST_NAME>
      </TEACHER>
    </SECTION>
  </SCHOOLS>
  <SCHOOLS>
    <SCHOOL>0020</SCHOOL>
    <RECORD_TYPE>WCT</RECORD_TYPE>
    <YEAR>2011</YEAR>
    <TERM>1S</TERM>
    <SECTION>
      <SECTION_ID>000470N</SECTION_ID>
      <CLASSROOM_TYPE>S</CLASSROOM_TYPE>
      <DISTANCE_ED>N</DISTANCE_ED>
      <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
      <COURSE>
        <COURSE_CODE>0206B</COURSE_CODE>
        <ACAD_SERVICE_LEARN-ACAD_SERVICE_LEARN>
        <ALT_ED_PROGRAM-ALT_ED_PROGRAM>
      </COURSE>
      <TEACHER>
        <TEACHER_ROLE>T</TEACHER_ROLE>
        <FILE_NUMBER>000001</FILE_NUMBER>
        <LAST_NAME-IR-OWN-LAST_NAME>
      </TEACHER>
    </SECTION>
  </SCHOOLS>
</CWCS_TRANS>
  
```

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**The following is an example of the Course/Teacher Load File Definition with multiple schools and multiple terms:**

```

<?xml version = "1.0" encoding = "UTF-8" standalone = "no"?>
<!DOCTYPE CWCS_TRANS SYSTEM "TR_CWCSWCT.DTD">
<CWCS_TRANS>
  <DTG>10-18-2010 13:00:05 CST</DTG>
  <SEQ_NUM>00002</SEQ_NUM>
  <COLLECTION>CW1</COLLECTION>
  <DISTRICT>0001</DISTRICT>
  <SCHOOLS>
    <SCHOOL>0020</SCHOOL>
    <RECORD_TYPE>WCT</RECORD_TYPE>
    <YEAR>2011</YEAR>
    <TERM>1S</TERM>
    <SECTION>
      <SECTION_ID>ALG206B</SECTION_ID>
      <CLASSROOM_TYPE>S</CLASSROOM_TYPE>
      <DUAL_ENROLL_CREDIT>NA</DUAL_ENROLL_CREDIT>
      <DISTANCE_ED>N</DISTANCE_ED>
      <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
      <BILINGUAL_ESL>B</BILINGUAL_ESL>
      <PROJECT_BASED>N</PROJECT_BASED>
      <COURSE>
  
```

```
<COURSE_CODE>02069B</COURSE_CODE>
<LOCAL_COURSE_TITLE>ALGEBRABILING206B</LOCAL_COURSE_TITLE>
  <ACAD_SERVICE_LEARN>N</ACAD_SERVICE_LEARN>
  <EQUIVALENCY>NA</EQUIVALENCY>
  <WORLD_LANGUAGE>NA</WORLD_LANGUAGE>
  <ALT_ED_PROGRAM>NA</ALT_ED_PROGRAM>
</COURSE>
<TEACHER>
  <TEACHER_ROLE>ST</TEACHER_ROLE>
  <ED_FILE_NUMBER>000009</ED_FILE_NUMBER>
  <LAST_NAME>BROWN</LAST_NAME>
</TEACHER>
</SECTION>
<SECTION>
  <SECTION_ID>00205AF2010</SECTION_ID>
  <DISTANCE_ED>N</DISTANCE_ED>
  <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
  <PROJECT_BASED>N</PROJECT_BASED>
  <COURSE>
    <COURSE_CODE>22A01G</COURSE_CODE>
    <ACAD_SERVICE_LEARN>N</ACAD_SERVICE_LEARN>
    <ALT_ED_PROGRAM>HSED</ALT_ED_PROGRAM>
  </COURSE>
  <TEACHER>
    <TEACHER_ROLE>ME</TEACHER_ROLE>
    <ED_FILE_NUMBER>000012</ED_FILE_NUMBER>
    <LAST_NAME>SMITH</LAST_NAME>
  </TEACHER>
</SECTION >

</SCHOOLS>
<SCHOOLS>
  <SCHOOL>0040</SCHOOL>
  <RECORD_TYPE>WCT</RECORD_TYPE>
  <YEAR>2011</YEAR>
  <TERM>1Q</TERM>
  <SECTION>
    <SECTION_ID>ALG206B</SECTION_ID>
    <CLASSROOM_TYPE>S</CLASSROOM_TYPE>
    <DUAL_ENROLL_CREDIT>NA</DUAL_ENROLL_CREDIT>
    <DISTANCE_ED>N</DISTANCE_ED>
    <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
    <BILINGUAL_ESL>B</BILINGUAL_ESL>
```

```
<PROJECT_BASED>N</PROJECT_BASED>
<COURSE>
  <COURSE_CODE>02069B</COURSE_CODE>

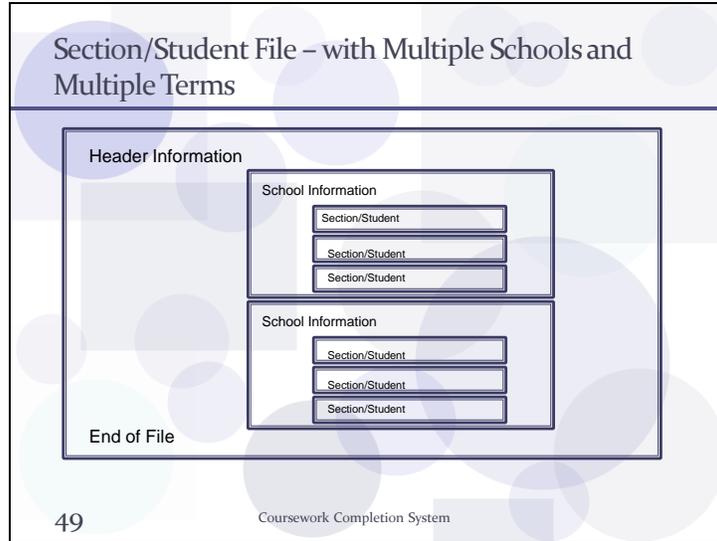
<LOCAL_COURSE_TITLE>ALGEBRABILING206B</LOCAL_COURSE_TITLE>
  <ACAD_SERVICE_LEARN>N</ACAD_SERVICE_LEARN>
  <EQUIVALENCY>NA</EQUIVALENCY>
  <WORLD_LANGUAGE>NA</WORLD_LANGUAGE>
  <ALT_ED_PROGRAM>NA</ALT_ED_PROGRAM>
</COURSE>
<TEACHER>
  <TEACHER_ROLE>ST</TEACHER_ROLE>
  <ED_FILE_NUMBER>000009</ED_FILE_NUMBER>
  <LAST_NAME>BROWN</LAST_NAME>
</TEACHER>
</SECTION>
<SECTION>
  <SECTION_ID>00205AF2010</SECTION_ID>
  <DISTANCE_ED>N</DISTANCE_ED>
  <VIRTUAL_ONLINE_ED>N</VIRTUAL_ONLINE_ED>
  <PROJECT_BASED>N</PROJECT_BASED>
  <COURSE>
    <COURSE_CODE>22A01G</COURSE_CODE>
    <ACAD_SERVICE_LEARN>N</ACAD_SERVICE_LEARN>
    <ALT_ED_PROGRAM>HSED</ALT_ED_PROGRAM>
  </COURSE>
  <TEACHER>
    <TEACHER_ROLE>ME</TEACHER_ROLE>
    <ED_FILE_NUMBER>000012</ED_FILE_NUMBER>
    <LAST_NAME>SMITH</LAST_NAME>
  </TEACHER>
</SECTION >
</SCHOOLS>
</CWCS_TRANS>
```

### Section/Course/Teacher File – with Multiple Schools and Multiple Terms (CSV)

```
"01","02-10-2011 13:00:05 CST","00001","CW1","0001"  
"02","0002","WCT","2010","1S"  
"03","01054AmLit06101Span","M","","",""  
"04","01054E","AMERICANLITERATURE105E","","",""  
"05","MT","000030","NELSON",""  
"03","06101E","SPANISH601E",""  
"04","06101E","SPANISH610E","N","","WL",""  
"05","MT","000017","MARTIN",""  
"02","0004","WCT","2010","1Q"  
"03","02071GGEOMETRY","M","","",""  
"04","02071G","INFORMALGEOMETRY","","",""  
"05","MT","000030","NELSON",""  
"03","06101E","SPANISH601E",""  
"04","06101E","SPANISH610E","N","","WL",""  
"05","MT","000017","MARTIN",""  
...  
"06","EOF"
```

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### Section/Student File – with Multiple Schools and Multiple Terms (XML)

```
<?xml version="1.0" encoding="UTF-8" standalone="no" ?>
<!DOCTYPE CWCS_TRANS SYSTEM "TR_CWCS.XSD">
<CWCS_TRANS>
  <DTG>02-10-2011 13:00:05 CST</DTG>
  <SEQ_NUM>0001</SEQ_NUM>
  <COLLECTION>CW1</COLLECTION>
  <DISTRICT>0001</DISTRICT>
  <SCHOOLS>
    <SCHOOL>0002</SCHOOL>
    <RECORD_TYPE>WS</RECORD_TYPE>
    <YEAR>2011</YEAR>
    <TERM>1S</TERM>
    <STUDENT>
      <SECTION_ID>00205AF2011</SECTION_ID>
      <WSN_ID>1234567890</WSN_ID>
      <ENROLL_DATE>08/01/2009</ENROLL_DATE>
      <GRADE>10</GRADE>
      <COMPLETION_STATUS>P</COMPLETION_STATUS>
      <GRADE_EARNED>CBC</GRADE_EARNED>
    </STUDENT>
  </SCHOOL>
</SCHOOLS>
  <SCHOOL>0004</SCHOOL>
  <RECORD_TYPE>WS</RECORD_TYPE>
  <YEAR>2011</YEAR>
  <TERM>1Q</TERM>
  <STUDENT>
    <SECTION_ID>00400AP2011</SECTION_ID>
    <WSN_ID>123456777</WSN_ID>
    <ENROLL_DATE>08/01/2009</ENROLL_DATE>
    <GRADE>10</GRADE>
    <COMPLETION_STATUS>P</COMPLETION_STATUS>
    <GRADE_EARNED>3.75</GRADE_EARNED>
  </STUDENT>
</SCHOOL>
</CWCS_TRANS>
```

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Section/Student File – with Multiple Schools and Multiple Terms (CSV)

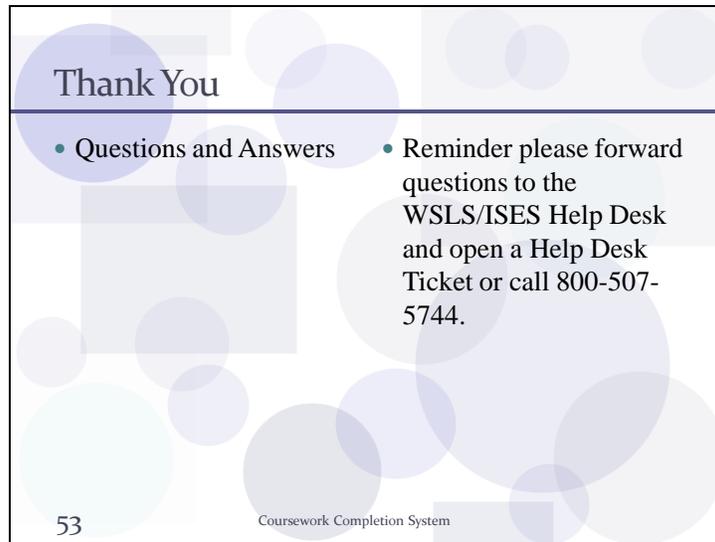
```
"01","02-10-2011 13:00:05 CST","00001","CW1","0001"  
"02","0002","WS","2011","1S"  
"03","00400AP2011","1234567890","08/01/2009","10","P","","","CBC",""  
"02","0004","WS","2011","1Q"  
"03","00205AF2011","1234567777","08/01/2009","10","P","","","3.75",""  
...  
"04","EOF"
```

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## ISES CWCS Resources

- CWCS Application Home Page:  
<http://dpi.wi.gov/lbstat/cwcsapp.html>
- CWCS Web-based Phone Conferences:  
<http://dpi.wi.gov/lbstat/cwcsphconf.html>
- WSLS/ISES Correspondence:  
<http://dpi.wi.gov/lbstat/eseacorrs.html>
- CWCS Training & Technical Support:  
<http://dpi.wi.gov/lbstat/cwcssupprt.html>
- [Preparing Your District for CWCS](#) – checklist for your district located on the CWCS application home page

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## Thank You

- Questions and Answers
- Reminder please forward questions to the WSLs/ISES Help Desk and open a Help Desk Ticket or call 800-507-5744.

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